

~~SECRET~~

63-4660

6 June 1963

MEMORANDUM FOR: Director of Training

SUBJECT : Mid-Career Training Program

REFERENCE : Memo for Training Officers from D/TR, dated  
9 May 1963, Same Subject

1. The following information is furnished in response to reference memorandum:

a. Regarding paragraph 2 (a): The heads of the several Career Services in the Office of the Director will follow generally the procedures used in the competitive evaluation of individuals for promotion. Each individual will be considered at least annually in terms of his performance, potential and experience and ranked competitively with his peers. The heads of the various offices will select those eligible based upon those rankings and nominate them to the Executive Director for participation in the Mid-Career Program. Normally, the Executive Director will not impose his judgment over that of the head of an office as regards the qualifications of any candidate for participation in the core course. He will, however, review the nominations and select those who are to participate in each running with the expectation that those who are not chosen for a particular running of the core course will proceed with some other phase of their planned mid-career program, fitting the core course in at a later time. The Executive Director will work closely with each of the components in the Office of the Director to ensure that positions available in the core course are fully utilized and distributed equitably among the several components as well as to ensure that the realization of individual mid-career plans is not frustrated by over-subscription in any particular running of the core course.

b. Regarding paragraph 2 (b): The following figures have been compiled from the data submitted by the various components:

STAT

(1) Total number of GS-13s in the Office of the  
Director --

STAT

(2) Eligible for participation in Mid-Career  
Program --

(EXECUTIVE REGISTRY FILE)

~~SECRET~~GROUP 1  
Excluded from automatic  
downgrading and  
declassification*Mid-Career Training  
Program*

~~SECRET~~

(3) Available to attend one or the other of the three offerings of the core course planned for FY 64 --

c. Regarding paragraph 2 (c): None of the components in the Office of the Director submitted suggestions for improving the course principally because they felt they knew too little about it at this stage.

2. In preparing the above the Office of General Counsel, the Office of Inspector General, the Cable Secretariat and the Office of the Comptroller were consulted. The great majority of the GS-13s  are in the Comptroller's Career Service.

(signed) Lyman B. Kirkpatrick

Lyman B. Kirkpatrick  
Executive Director

STAT

O/ExecDir

STAT

Distribution:

Original and 1 - Addressee

1 - ExecDir

1 -

✓ - ER

STAT

8 25 MAR 68

8 11 MAR 68

~~SECRET~~